

WHITEHALL-COPLAY SCHOOL DISTRICT
School Board Meeting Agenda
Monday, June 11, 2018 - 7:00 p.m.

1. CALL TO ORDER..... President Mr. Grim

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ATTENDANCE (ROLL CALL)

The meeting is called to order at _____ p.m. by the President, Mr. Grim _____.
Present are: Mr. Eberhart____, Mr. Fonzone ____, Mrs. Gaugler____, Mrs. Koren ____,
Mr. Leiner____, Mr. Shields____, Mr. Taschler____, and Mr. Williams____.
Also present are Dr. Hackett____, Mr. Schiffert ____, Mr. Malay ____, and
Attorney Shannon Pierce _____.

4. NOTICE OF EXECUTIVE SESSION(S)

Monday, May 29, 2018, at 5:00 p.m. for Superintendent Compensation, Cafeteria Personnel
Compensation, Non-Bargaining Support Staff Compensation and personnel matters.

Monday, June 11, 2018, at 6:15 p.m. for personnel and legal matters.

5. MINUTES OF PREVIOUS MEETINGS

- A. The minutes of the May 29, 2018 Education/Student Activities Committee,
Operations/Transportation Committee and Finance/Personnel Committee meetings
be approved as presented.
- B. The minutes of the May 7, 2018 School Board Meeting be approved as presented.
- C. The minutes of the May 29, 2018 Special School Board Meeting be approved as presented.

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

6. RECOGNITIONS AND PRESENTATIONS

- Dr. Chomik and Mr. Stauffer - Technology

7. CORRESPONDENCE TO THE BOARD

8. PUBLIC PARTICIPATION

9. FISCAL REPORT

A. Treasurer’s Report:

Accept the report of the Treasurer as follows: (Attachment A)

Balance as of 5/1/18	\$ 169,591.09
Receipts	\$ 1,380,537.27
Investments Matured	\$ <u>4,350,000.00</u>
Total Cash Available	\$ 5,900,128.36
Expenses	\$ 5,343,036.20
Funds Invested	\$ <u>0.00</u>
Cash Balance as of 5/31/18	\$ 557,092.16

B. Approve Bills and Salaries:

Approve the bills and salaries for the various funds. (Attachment B)

1. General Fund
2. Cafeteria Fund
3. Capital Projects Fund
4. Capital Reserve Fund

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

10. EXECUTIVE COMMITTEE MATTERS:

A. Approve Non-Bargaining Support Staff Salary Schedule:

Approve salary schedule for the 2018-2019 school year effective July 1, 2018.
(Attachment C)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

10. EXECUTIVE COMMITTEE MATTERS - continued:

B. Approve Addendum Number Three to Agreement Dated June 13, 2016:

Approve Addendum Number Three to agreement dated June 13, 2016 between Board of Directors of Whitehall-Coplay School District and Dr. Lorie Hackett. (Attachment D)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

11. FINANCE COMMITTEE MATTERS:

A. Resolution – Final Adoption of WCSD Budget 2018-2019:

Adopt the attached Resolution and PDE-2028 relative to the Final adoption of the Whitehall-Coplay School District 2018-2019 General Fund Budget and enactment of appropriate taxes for the fiscal year, July 1, 2018 to June 30, 2019. The Budget, in the amount of \$70,386,888, is an increase of 4.05% from the prior year. The budget, as prepared, balances revenues with projected expenditures requiring an increase of 0.6181 mills for a total real estate tax rate of 17.2108 mills. This represents an increase of approximately \$106.53 or 3.73% to the average residential property. The state tax gaming rebate will be \$170.68 to approved Homestead and Farmstead properties. The budget has been duly advertised and publicly displayed in accordance with the School Code, Act 1 of 2006 and School Laws of Pennsylvania. (Public School Code, Section 687) (Attachment E)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

B. Approve 2018-2019 Homestead and Farmstead Resolution:

Approve the 2018-2019 Homestead and Farmstead Exclusion Resolution hereby confirming the acceptance of \$1,182,206.42 in total property tax reduction funds, or \$170.68 for 6,929 approved Homesteads/Farmsteads within the district as pursuant to Act 1 of 2006 (Taxpayer Relief Act). (Attachment F)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

11. FINANCE COMMITTEE MATTERS - continued:

C. Review Bonds and Set Amounts:

Authorize the purchase of bonds for the Secretary and Treasurer of the School District and set bond in the amount of \$10,000 each, for the fiscal year 2018-2019.

D. Authorize Business Manager to Make Investments:

Authorize the business manager to make investments, in accordance with the school code, for the fiscal year 2018-2019.

E. Authorize Budget Transfers:

Authorize the business manager to make budget transfers as of June 30, 2018.

F. Designate Bank for Tax Collection:

Designate the following bank for collection of Real Estate taxes for the fiscal year 2018-2019:

1. Lafayette Ambassador Bank

G. Designate Depositories for District Funds and Investments:

Designate the following banks as depositories for the Whitehall-Coplay School District's funds and investments for the fiscal year 2018-2019:

1. Wells Fargo
2. Lafayette Ambassador
3. PA Local Government Investment Trust
4. BB&T

H. Payment of Remaining 2017-2018 Invoices:

Approve issuing checks dated June 30, 2018 to pay invoices remaining for the 2017-2018 school year. Payments will be included in the July 2018 Board agenda for confirmation.

I. Authorize Fund Balance Appropriations- Fiscal Year Ending June 30, 2018:

Authorize the business manager to designate any surplus fund balance remaining at the fiscal year ending June 30, 2018, and confirmed by the district's independent auditors, in excess of seven and one half percent (7.5%) of 2018-2019 budgeted expenditures, be committed for PSERS Rate Stabilization and Other Post-Employment Benefits subsequent to formal board approval as pursuant to GASB 54 Accounting Guidelines. (GASB 54, Public School Code- 24 P.S. Section 218, 688)

11. FINANCE COMMITTEE MATTERS - continued:

J. Approve Appointment of Delinquent Tax Collectors – 2018-2019:

Approve the following Delinquent Tax Collectors for the 2018-2019 fiscal year providing bonds in the amount of \$5,000:

1. Delinquent Real Estate Tax- Portnoff Law Associates, Ltd.
2. Delinquent Per Capita Tax- G.H. Harris

Roll Call

Moved: _____; Seconded _____,
 Vote: Yes _____, No _____, Abstention _____, Absent _____.

K. Award Bids/Quotes:

Award the bids/quotes for the following insurance policies for the 2018-2019 school year as noted below:

	<u>2017-2018</u>	<u>2018-2019</u>
School Package Policy including	208,977	218,499
Fleet (Auto), Blanket Bond Insurance	8,889	8,889
& Equipment Breakdown	(Liberty Mutual/Chubb)	(Liberty Mutual/Chubb)
Workers Compensation	271,538	241,576
Experience Mod	(1.239)	(1.138)
	(BrickStreet)	(BrickStreet)
Umbrella	25,976	23,304
	(Liberty Mutual)	(Liberty Mutual)
School Board Legal (E&O)	26,313	26,541
	(Liberty Mutual)	(Liberty Mutual)
Cyber Liability	12,076	11,354
	(ACE-Westchester)	(Travelers)
TOTAL	553,769	530,163

11. FINANCE COMMITTEE MATTERS - continued:

L. Award Bids/Quotes - Insurance:

Award the Student and Athletic Accident Insurance for the 2018-2019 school year.

	<u>2017-2018</u>	<u>2018-2019</u>
United States Fire Insurance Company (AG Administrators) through Macolino Risk Management, Inc.	\$53,200.00	\$69,160.00
Student Accident (Optional) (Premium Paid by Parents)		
School Time K-12	\$28.00	\$28.00
24 Hours K-12	\$124.00	\$124.00

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

M. Approve Cafeteria Breakfast and Lunch Prices for the 2018-2019 School Year:

Approve the following prices for milk, breakfast and lunch for the 2018-2019 school year.

	<u>2017-2018</u>	<u>2018-2019</u>
High School	\$2.90	\$2.90
Middle School	\$2.85	\$2.85
Elementary	\$2.70	\$2.70
Premium Line	\$3.15	\$3.15
Reduced Lunch	\$0.40	\$0.40
Breakfast	\$1.60	\$1.60
Reduced Breakfast	\$0.30	\$0.30
A la carte Milk	\$0.60	\$0.60
Adult	A la carte	A la carte

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

11. FINANCE COMMITTEE MATTERS - continued:

N. Approve E-Rate Consulting Contract:

Approve a contract with Tel/Logic, Inc., d.b.a. E-Rate Central to maximize the District's E- Rate reimbursement at a cost not to exceed \$13,000.
(Attachment G)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS

A. Approve School Dentist:

Appoint the following upon the recommendation of the Administration:

Dr. S. John Salivonchik as school dentist for the 2018-2019 school year,
at a rate of \$6.00 per exam. (Rates for 2017-2018- \$6.00)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

B. Policy Revisions-Second Reading:

The following policies have been submitted as a second reading by the Educational/Student Activities Committee: (Attachment H)

Section: Programs
Title: Nondiscrimination in School and Classroom Practices
Number: 103

Section: Programs
Title: Nondiscrimination in Employee Practices
Number: 104

Section: Programs
Title: Curriculum
Number: 105

Section: Programs
Title: Language Instruction Education Program for English Learners
Number: 138

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS – continued:

B. Policy Revisions-Second Reading-continued:

Section: Pupils
Title: Foreign Exchange Students
Number: 239

Section: Employees
Title: Employment of Superintendent/Assistant Superintendent
Number: 302

Section: Community
Title: Public Complaint Procedures
Number: 906
Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

C. Approve Adoption of Textbooks:

Approve the adoption of the following High School textbooks:

1. Environmental Science – Sustaining Your World;
Engage Learning – National Geographic Learning, 2017.
\$4,462.50 (Environmental Science)
2. Physics, A.P. edition, 10e; Wiley, 2015.
\$5,850.00 (A.P. Physics)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

D. Approve Contract for Educational Software:

Approve the three year educational software contract between Whitehall- Coplay School District and IXL Learning subject to solicitor and administration approval. (Attachment I)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

13. **OPERATIONS/TRANSPORTATION COMMITTEE MATTERS**

A. **Approve Radio Service Agreement with Industrial Communications Company:**

Approve a Radio Service Agreement with Industrial Communications Company, Easton PA for a one year period, July 1, 2018 through June 30, 2019 as per the terms and conditions of the attached agreement. (Attachment J)

B. **Approve the Attached Scope of Work Documents from Breslin, Ridyard, Fadero Architects:**

Motion to approve the Scope of Work documents from Breslin, Ridyard, Fadero Architects to provide architectural services related to High School construction of a 3,400 sq. ft. addition to the north side of the existing Administration Suite to create a secure entry vestibule, waiting area and security office and 2 new classrooms. Renovate and expand Administration offices and relocate Nurse Suite. Renovation of the Natatorium, Capital Improvement Mechanical Items, Capital Improvement Electrical Items and Roof Replacement as per attachment, pending solicitor's approval of the Standard Form of Agreement between Owner, and Architect, Construction Manager Edition and Administration approval. (Attachment K)

C. **Approve Communities In Schools Integrated Services Contract:**

Approve the Integrated Services Contract between Communities in Schools of the Lehigh Valley and the Whitehall-Coplay School District for the 2018-2019 school year pending solicitor and administration approval. (Attachment L)

D. **Approve Weidenhammer Consulting Group Proposal:**

Approve the Proposal between Weidenhammer Consulting Group and the Whitehall-Coplay School District for the 2018-2019 school year pending solicitor and administration approval. (Attachment M)

E. **Approve Fiber Optic Network Extension Project:**

Approve change order E-01 to the Fiber Optic Network Extension Project in the amount of (\$1,539.00). (Attachment N)

F. **Approve the Purchase of Furniture from Tanner of PA, Inc.:**

Approve the purchase of furniture from Tanner of PA, Inc. for the Middle School pursuant to the attached sales agreement. This purchase will be paid from the 2018 bond proceeds. (Co-Stars contract # 035-025) (Attachment O)

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS – continued

G. Approve a Contract with Communications Systems, Inc.:

Approve a contract with Communications Systems, Inc. not to exceed \$35,000 for the purchase and installation of an intercom system at the Middle School. This purchase will be paid from the 2018 bond proceeds pending solicitor and administration approval.

H. Approve the Purchase of IP Network Phones from IntegraONE.:

Approve the purchase of IP Network Phones from IntegraONE for the Middle School pursuant to the attached contract. This purchase will be paid from the 2018 bond proceeds. (Co-Stars contract # 003-085) (Attachment P)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

I. Approve the Resolution Opposing ESA Voucher Programs (SB 2):

Approve the Resolution opposing ESA Voucher Programs (SB 2), as per the terms and conditions outlined in the attachment. (Attachment Q)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

14. ADMINISTRATIVE MATTERS:

A. Approve Resignation/Retirement:

Approve the following Resignation/Retirement:

Monica Gumlock, cafeteria monitor at the Middle School, effective at the end of the 2017-2018 school year. (resignation)

Thomas Mugavero, bus driver for the district, effective at the close of business on June 8, 2018. (retirement)

James Haney, security at the High School, effective at the close of business on June 12, 2018. (resignation)

Susan Myers, paraeducator at Gockley Elementary School, effective at the close of business on June 12, 2018. (retirement)

14. ADMINISTRATIVE MATTERS - continued

B. Approve Appointments:

Approve the following appointments, upon the recommendation of the Administration, pending receipt of all credentials and clearances:

<u>Name</u>	<u>Assignment</u>	<u>Proposed Rate</u>	<u>Effective Date</u>
ADMINISTRATIVE			
Cora Snyder	Steckel Elementary Principal	\$98,000	Date to be determined by Superintendent

(Replacing Peter Bugbee - retired)

TEMPORARY PROFESSIONAL

Aubrey Miller	Intensive Learning Support - Steckel	\$49,541 B Step 3	2018-2019 School Year
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(New Position)

Rebecca Darling	Intensive Learning Support - Gockley	\$48,165 B Step 1	2018-2019 School Year
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(New Position)

Victoria Bobyak	Fifth Grade Zephyr	\$48,628 B Step 2	2018-2019 School Year
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(Replacing Richard Garger – retired)

Robert Peter Kiefer	Chemistry High School	\$56,919 M+15 Step 5	2018-2019 School Year
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(Replacing Rebecca Hoernle – resigned)

COACH 2018-2019 SEASON

Appoint the following interim coach for the 2018-2019 season pending receipt of all credentials and clearances.

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
1. Justin Kondikoff	Interim Head Coach, Football	\$9,138

14. ADMINISTRATIVE MATTERS - continued:

C. Approve Summer Mechanic Employment:

Authorize mechanic employment of the following temporary personnel for the summer months at a rate of \$9.00 per hour, effective on or after May 1, 2018 pending receipt of all credentials and clearances.

1. Justin Baer

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____

D. Approve Department/Faculty Leaders for the 2018 – 2019 School Year:

High School

Approve the following list of department leaders for the 2018 – 2019 school year at a compensation of \$1,729.00.

<u>Department</u>	<u>Department Leader</u>
Art/ Music	Daniel Smale
Business/Ind. Tech.	Nicole Storm
Counseling	Meredith Kester
English/Library	Michelle Abbadessa
Health & PE/F&CS	Carolyn Radon
Math	Kristine Eichelberger
Science	Jamison Barnhart
Social Studies	Robert Panny
Special Education	Diane Heintzelman
World Language	Jean Marsteller

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

E. Approve Department/Faculty Leaders for the 2018 – 2019 School Year:

Middle School

Approve the following list of faculty leaders for the 2018 – 2019 school year at a compensation of \$1,000.00.

<u>Department</u>	<u>Faculty Leader</u>
6th Grade	Stephanie Simock

14. ADMINISTRATIVE MATTERS - continued:

E. Approve Department/Faculty Leaders for the 2018 – 2019 School Year - continued:

Middle School - continued

<u>Department</u>	<u>Faculty Leader</u>
Counseling	Lori Galucy
English	Brian O'Donnell
Mathematics	Debby Zosky
Science	Samantha Neas
Special Education	Clare Persing
Special Subjects	Laura Counterman
Social Studies	Stephen Piston

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

F. Approve Club/Extracurricular Advisors:

For the 2017-2018 School Year - **High School:**

<u>Advisor</u>	<u>Club/Music</u>	<u>Compensation</u>
Carolyn Radon/ Stacey Pitten	Varsity W Club Advisors	\$1,000.00 (\$500.00 each)

G. Approve Substitute Personnel:

Approve the attached list of substitute personnel for the 2018-2019 school year.
(Attachment R)

H. Approve Residency of Institutional Children:

Acknowledge residency of the following and their legal guardians as residents of the Whitehall-Coplay School District while receiving education at the stated institutions as per the attached confidential list. (Attachment S)

I. Approve Tutorial Agreements with National Hospital for Kids in Crisis:

Approve the Tutorial Agreements between Whitehall-Coplay School District and the National Hospital for Kids in Crisis for the provision of education services for resident pupils. (Attachment T)

14. ADMINISTRATIVE MATTERS - continued:

J. Approve Affidavits:

Approve the attached affidavits in order that the students may attend the Whitehall-Coplay School District during the 2017-2018 school year.
(Attachment U)

Roll Call

Moved: _____; Seconded _____,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

15. SUPERINTENDENT'S REPORT

A. New Staff Introductions

B. PTO Plus Report

16. UPCOMING MEETING DATES

Monday	June 25	Committee Meetings Education/Student Activities Operations/Transportation Finance/Personnel	4:00 p.m.
Monday	July 9	School Board Meeting	7:00 p.m.
Monday	August 13	School Board Meeting	7:00 p.m.
Monday	August 27	Committee Meetings Finance/Personnel Education/Student Activities Operations/Transportation	4:00 p.m.

17. OTHER MATTERS/INFORMATION

18. ADJOURNMENT

A motion by _____, seconded by _____, to adjourn. The meeting adjourned at _____ p.m.

Lorie D. Hackett
Superintendent of Schools